

**MINUTES OF A REGULAR MEETING OF THE
TORRANCE PARKS AND RECREATION COMMISSION**

1. CALL TO ORDER

The Torrance Parks and Recreation Commission convened in a regular session at 7:02 p.m. on Wednesday, June 8, 2011, in the West Annex meeting room at Torrance City Hall.

2. ROLL CALL

Present: Commissioners Baxter, Greenberg, Hays, Mayeda, Ning, Taniguchi, and Chairperson Gilbert.

Absent: None.

Also Present: Community Services Director Jones, Recreation Services Manager Brunette, Senior Business Manager Minter, and Park Services Manager Carson.

3. FLAG SALUTE

Commissioner Ning led the Pledge of Allegiance.

4. AFFIDAVIT OF POSTING

MOTION: Commissioner Taniguchi moved to accept and file the report of the City Clerk on the posting of the agenda for this meeting. Commissioner Hays seconded the motion; a voice vote reflected unanimous approval.

5. APPROVAL OF MINUTES

5A. MINUTES OF MAY 11, 2011

Chairperson Gilbert offered the following correction to the minutes: Page 2, Item 8A, "Commissioner Hays, Open Space Committee Chair,..."

MOTION: Commissioner Hays moved to approve the May 11, 2011 Commission meeting minutes as corrected. Commissioner Baxter seconded the motion; a voice vote reflected unanimous approval.

6. ORAL COMMUNICATIONS #1

None.

**8A. RECOMMENDATION FOR APPROVAL OF THE CENTENNIAL COMMITTEE'S
CONCEPTUAL DESIGN FOR THE EL PRADO PARK PLAZA**

This item was taken out of order.

Community Services Director Jones introduced the item and welcomed Don Lee, Project Manager for the Centennial Committee.

Mr. Lee, Beckworth Avenue, provided background and presented a conceptual design for the display of a time capsule in El Prado Park commemorating the City's 100

years as a city. He introduced Centennial Committee members and Arthur Alaniz, landscape architect with the SEED Group.

With the aid of slides, Mr. Alaniz presented the conceptual drawing for the project that incorporates visual elements of Southern Pacific Railroad Bridge and the Olmstead Brother's original idea of vistas. He described his firm's analysis of the history of the area, the bridge element, immediate business and residential areas, and Torrance High School. He pointed out existing trees, the proposed location for more time capsules, raised concrete benches, low-growing ground cover, monument wall, and donation pavers separated by emulated railroad ties.

In response to Commissioner Hays' inquiry, he stated that the diameter of the inner circle would be approximately 25 feet.

Responding to audience members' inquiries, he discussed plans for additional lighting, grading for ADA compliance, and possible materials that would be used.

Janet Payne, Engracia Avenue, inquired about maintenance and Park Services Manager Carson responding that a pre-emergent program would prevent weed growth in the dymondia ground cover.

Dick Rossberg, Via Malaga, Redondo Beach, received clarification from staff that the proposal would be a permanent structure, the park would be open from 6:00 a.m. to 10:00 p.m., and notices were sent to residents living within 500 feet of the park. Mr. Rossberg expressed concern about parking impacts to businesses and residences and suggested extending notification to include downtown businesses.

Community Services Director Jones stated that from a Park's perspective the proposal is another park amenity and the focus has been to minimize maintenance impacts. He stated that it would be a long-term improvement for passive use with no additional activities expected.

Mr. Lee added that changes in parking patterns are not anticipated, it would be fully handicapped-accessible, that maximum elevation would be three feet, and the project would be self-supporting. He provided the estimated timeline for the project: City Council in August 2011, construction in April 2012, and completion in August 2012.

Commissioner Mayeda suggested telling the history of the Olmsted Brothers and the railroad bridge on signage at the park.

Commissioner Taniguchi stated that the design is a good beginning, that she likes that it is self-supporting, and that she is looking forward to finding out what will be placed in the capsule.

Dee Hardison, Centennial Committee Vice-Chairperson, stated that the community would be given an opportunity to suggest what goes into the capsule and that a small committee would make the final selection.

MOTION: Commissioner Hays moved to approve as submitted the Centennial Committee conceptual design plans for the proposed Torrance Centennial Plaza at El Prado Park. Commissioner Taniguchi seconded the motion; a voice vote reflected unanimous approval (Chairperson Gilbert abstaining).

7. OLD BUSINESS

7A. CITY BUDGET UPDATE

Community Services Director Jones provided a summary of the first budget hearing on June 7, 2011 and noted that items pertaining to Parks and Recreation were attached in agenda materials. He expressed appreciation to Commissioners who attended and noted the large contingent of Youth Council members and teens at the meeting who voiced support for continuing the after school program at the ATTIC. He stated that there was discussion on the fee recovery plan and that staff was directed to bring back information about administrative overhead costs, subsidy levels, Park Services vacancies, and fundraising potential opportunities for the ATTIC. He encouraged Commissioners to attend the next budget hearing on June 21, 2011.

Recreation Services Manager Brunette expressed appreciation to Commissioner Hays for speaking on behalf of the Department.

8. NEW BUSINESS

8B. ROLLING HILLS COUNTRY CLUB DONATION OF A JOHN DEERE GREENS MOWER

Park Services Manager Carson was pleased to announce the generous donation of a John Deere 180 C Greens Mower by the Rolling Hills Country Club and Superintendent Jim Pittman. He stated that the mower will be used at Sea-Aire Golf Course and is made for the fine cutting of grass on golf greens without damaging the playing surface. He discussed a proposal to replace the irrigation system at the Golf Course from different funding sources.

8C. JULY IS PARKS AND RECREATION MONTH PROCLAMATION

Community Services Director Jones noted that a draft 2011 Proclamation was included in agenda materials and requested that the Commission concur in requesting the City Council adopt it at its June 28, 2011 meeting.

Chairperson Gilbert offered some minor corrections on the Proclamation.

MOTION: Commissioner Baxter moved to recommend approval of the 2011 July is National Parks and Recreation Month Proclamation as amended. Commissioner Hays seconded the motion; a voice vote reflected unanimous approval.

8D. NOMINATIONS AND ELECTION OF CHAIR AND VICE-CHAIR

Community Services Director Jones recommended that the Commission follow past practice and consider nominating Commissioners based on seniority. He noted that the new Chairperson would take over at the July 13, 2011 Annual Awards Dinner and lead the first meeting in August 2011.

MOTION: Commissioner Baxter moved to nominate Commissioner Taniguchi for Chairperson of the Parks and Recreation Commission. Commissioner Mayeda seconded the motion; a voice vote reflected unanimous approval.

MOTION: Commissioner Hays, seconded by Commissioner Baxter, moved to nominate Commissioner Mayeda for Vice-Chairperson of the Parks and Recreation Commission; a voice vote reflected unanimous approval.

Commissioners Taniguchi and Mayeda accepted the nominations and were elected Chairperson and Vice-Chairperson.

8E. REVIEW OF PUEBLO PARK PROJECT FOR PROPOSITION 84 GRANT PROPOSAL

Community Services Director Jones provided background and recalled that Torrance was not awarded a grant in Round One due to heavy competition for funding. He reported that Round Two funding will have \$184 million available and that applications are due by July 1, 2011. He noted that the scope of the project has changed and costs trimmed, based on input from community members, State Parks, and professional grant writers, to make it more competitive against other proposals. He stated that the new concept plan in Attachment C has increased green open space and a prefab multipurpose building would replace the brick and mortar building that was initially planned. He noted that the item would be considered by City Council on June 28, 2011 and the City expects to find out if it is awarded in January 2012.

8F. POTENTIAL DATES FOR PARK TOURS

Community Services Director Jones presented July 28, August 11, August 18, and August 20, 2011 as potential dates for Commissioners to tour some of the City's parks and park buildings. Following discussion, it was determined that July 28 and August 20 would work out best for Commissioners.

9. STANDING COMMITTEE UPDATES

9A. FACILITIES COMMITTEE

Has not met.

9B. GRANTS COMMITTEE

Chairperson Gilbert reported that the Grants Committee met on June 8, 2011 and approved most of last year's Financials and Narrative reports and selected monitoring assignments for the current year.

9C. OPEN SPACE COMMITTEE

Commissioner Hays reported that the Open Space Committee met on June 7, 2011 to plan the July 13, 2011 Annual Awards Dinner. He announced that the event will be held at Torrance Art Museum and the theme will be Arts in the Parks.

9D. PROGRAMS COMMITTEE

Community Services Director Jones stated that an upcoming assignment of the Programs Committee will be to evaluate applications for the Youth Sports Wall of Honor.

10. MONTHLY DEPARTMENT ACTIVITY

10A. ADMINISTRATIVE SERVICES DIVISION

Senior Business Manager Minter noted that the Administrative Services Division Report for May 2011 was included in agenda packets.

Commissioner Hays stated that he was impressed with the high volume of Internet registrations and Senior Business Manager Minter advised that a convenience fee is being considered for credit card transactions over the Internet.

Chairperson Gilbert noted the number of smoking violations and staff advised that No Smoking signage will be provided by Los Angeles County in the near future.

10B. PARK SERVICES DIVISION

Park Services Manager Carson noted that the Park Services Division Report for May 2011 was included in agenda materials. He reported that staff is in the process of preparing estimates for rebuilding the picnic shelter at Paradise Park.

Commissioner Baxter asked staff to provide a section of ongoing issues in the Division reports.

Senior Business Manager Minter provided an update on the irrigation problem at Seaside Heroes Park and decision to redesign the balance beam of the playground equipment due to safety concerns. He stated that the new equipment will be installed and the rubberized surface reinstalled in one to two weeks

Park Services Manager Carson provided background and a status report on the Wilson Park pond. He stated that the bottom of the north end rose to the surface, the pond was drained, and the contractor is repairing broken pipes under the pond surface between the north end fountains, with expected completion at the end of June 2011.

Responding to Chairperson Gilbert's inquiry, Community Services Director Jones explained new signage regarding use of go carts in parking lots.

Commissioner Hays pointed out that the Jacaranda dedication tree planted at Wilson Park was for his wife Debbie as a gift from the Torrance Historical Society.

10C. RECREATION SERVICES DIVISION

Recreation Services Manager Brunette noted that the Recreation Services Division Report for May 2011 was included in agenda packets. He reported that there are several errors on the Torrance Certified Farmers' Market report and that he will bring the it back at the next Commission meeting.

In response to Chairperson Gilbert's inquiry, he stated that staff is hoping to bring in \$1,000 per month from revenue from the Downtown Farmers' Market.

11. ORAL COMMUNICATIONS FROM THE PUBLIC #2

11A. Senior Business Manager Minter thanked Commissioners for attending the Open House at Alta Loma on June 8, 2011 and expressed appreciation to General Services and Park Services for all their help.

11B. Commissioners and staff expressed appreciation to Chairperson Gilbert and Vice-Chairperson Taniguchi for their leadership on the Commission.

11C. Commissioner Greenberg stated that she had the opportunity to attend a homeowners association meeting at a Walteria Park facility, adding that new chairs are needed.

11D. Commissioner Taniguchi stated that she enjoyed the Alta Loma Open House, thanked Commissioners for electing her Chairperson, and announced that she is going to Kansas City for the All America City awards event. She noted that there are 23 applicants and 10 will be selected on June 17, 2011.

11E. Commissioner Mayeda stated that he enjoyed the Alta Loma Open House and thanked Commissioners for the nomination.

11F. Chairperson Gilbert stated that she will be attending a birthday party at Walteria Park on June 18, 2011 and thanked Commissioner Hays for speaking at the budget hearing.

12. ADJOURNMENT

MOTION: At 9:47 p.m., Commissioner Hays moved to adjourn the meeting to August 10, 2011 at 7:00 p.m. in the West Annex meeting room. Commissioner Greenberg seconded the motion and, hearing no objection, Chairperson Gilbert so ordered.

Approved as Amended August 10, 2011 s/ Sue Herbers, City Clerk
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